

South Dakota Science and Technology Authority Board of Directors
Meeting Minutes
Tuesday, September 18, 2018
Lead, South Dakota

The Board of Directors of the South Dakota Science and Technology Authority (SDSTA) convened at 8:03AM Mountain Time (MT) on Tuesday, September 18, 2018, in the Education and Outreach (E&O) Building Conference Room at the South Dakota Science and Technology Authority, 630 East Summit Street, Lead, South Dakota.

MEMBERS OF THE BOARD IN ATTENDANCE

Mr. Paul Christen (in person)
Secretary/Treasurer Patricia Lebrun (in person)
Chairperson Casey Peterson (in person)
Dr. James Rankin, ex-officio (in person)
Vice Chairperson Ron Wheeler (in person)
Dr. Robert Wilson (by phone)

MEMBERS OF THE BOARD ABSENT

Dr. Ani Aprahamian
Vice Chairperson Dana Dykhous

SDSTA STAFF

Mr. Tim Engel, Legal Counsel
Ms. Nancy Geary, Chief Financial Officer
Mr. Mike Headley, Executive Director
Mr. Jaret Heise, Science Liaison Director
Ms. Sharon Hemmingson, Business Services and Contracts Manager
Ms. Mandy Knight, Administrative Services Manager
Mr. KC Russell, Cultural Diversity Coordinator
Mr. Dave Taylor, Experiment Review Engineer
Ms. Constance Walter, Communications Director
Ms. Natasha Wheeler, Administrative Assistant

ALSO PRESENT DURING ALL OR PART OF THE MEETING

Dr. June Apaza, Education and Outreach (E&O) Director (BHSU)
Ms. Donna Job, Sanford Lab Homestake Visitor Center Executive Director
Mr. Roger Musick, SDSTA guest
Dr. Peggy Norris, Education and Outreach Deputy Director (BHSU)
Mr. Alex Portal, Black Hills Pioneer Journalist
Mr. Jim Sheridan, guest of SDSTA Board Member
Ms. Deb Wolf, Education and Outreach (E&O) staff member (BHSU)

ITEM 1. CALL TO ORDER

Chair Casey Peterson called the meeting to order at 8:03 AM (MT). Roll call was held. Dr. Ani Aprahamian and Mr. Dana Dykhous were absent. All other board members were present in person except Dr. Robert Wilson, who joined by phone.

Chair Peterson then asked audience members to introduce themselves. E&O Director Dr. June Apaza introduced Ms. Deb Wolf, who will be taking Dr. Apaza's position at the end of December.

Chair Peterson announced if anyone from the audience had any questions they would like the board to address, to please complete the public comment form located at the sign-in table and time will be given at the end of the agenda to discuss.

ITEM 2. APPROVE AGENDA

Chair Peterson asked if there were any modifications to the agenda. Hearing none, Chair Peterson asked for a motion to approve the agenda.

Motion by Mr. Wheeler and second by Mr. Christen to approve the agenda as presented. Motion passed unanimously.

ITEM 3. APPROVE MINUTES

Chair Peterson asked for any comments on the Minutes of the June 28 and July 23, 2018 meetings. There were none.

Motion by Ms. Lebrun and second by Mr. Wheeler to approve the Minutes of the June 28 and July 23, 2018 meetings as presented. Motion passed unanimously.

ITEM 4. GENERAL CONFLICT OF INTEREST DISCLOSURE

SDSTA Legal Counsel Mr. Tim Engel said as discussed at past meetings, it has been a recommendation of the Board of Internal Control that a general conflicts of interest disclosure be included on public board agendas. Mr. Engel said, this is a chance for any member of the board, who feels they have anything that might be construed to be a conflict of interest, to disclose it.

Mr. Engel noted Mr. Dykhous disclosed by email that First Premier Bank has a contract to provide banking services to the state of South Dakota through a contract that is publicly bid every five years. Although Mr. Dykhous was not required to make this disclosure, as he does not have an ownership interest in First Premier bank, he requested to make this disclosure out of an abundance of caution.

ITEM 5. DISCLOSURES AND WAIVER UNDER SDCL CH. 3-23

ITEM 5A. Non-waiver disclosures

Mr. Engel stated that under South Dakota Codified Law Chapter 3-23, persons who have an ownership interest in entities or employed by entities that have contracts with the state or its political subdivisions are required to disclose those once a year. Mr. Engel referred to the board packet, which includes a disclosure from Chair Peterson relating to contracts that his accounting firm has with various governmental entities. Also included is a disclosure from Dr. Rankin, an employee of the South Dakota School of Mines and Technology (SDSM&T) noting there are signed contracts between the SDSM&T and SDSTA. Mr. Engel noted for the record that Dr. Rankin is an ex-officio, non-voting member of the SDSTA board.

ITEM 5B. Waiver disclosure

Mr. Engel stated that under Chapter 3-23, if a person is going to have a contract with SDSTA, it must be disclosed, and the board member must request a waiver. Mr. Engel said the next item on the agenda is an action to approve the amendment to Mr. Wheeler's contract. The associated waiver allows Mr. Wheeler to operate under the stated guidelines.

Mr. Peterson noted that Mr. Wheeler volunteered to reduce his compensation due to reduced hours necessary to fulfill his duties. It was clarified that this reduction is due to efficiencies in duties, not a reduction in responsibilities.

Mr. Engel said the draft waiver indicates Mr. Wheeler is experienced and well-qualified for the position, the cost is reasonable, and the terms of the contract are fair, reasonable and not contrary to the public

interest. He then asked if any board members had objections to this statement, and no objections were raised.

Motion by Mr. Christen and second by Ms. Lebrun to grant the waiver. Motion passed unanimously.

ITEM 6. APPROVAL OF CONSULTANT CONTRACT No. 2013-35, CHANGE ORDER No. 4

Mr. Engel reminded the board a process is in place to approve Mr. Wheeler's contract as presented in the board packet. He reminded the board discussion is allowed with Mr. Wheeler present to answer any questions, but then he will be asked to leave for discussion and vote for approval.

Mr. Peterson asked the board for discussion to approve contract No. 2013-35, Change Order No. 4.

Dr. Wilson pointed out discussions have been held at length among the board, and strong support has been shown for approval of the stated change order.

Mr. Wheeler excused himself from the meeting at 8:14AM (MT).

Mr. Headley said the change order would extend Mr. Wheeler's contract for 3 years, at a rate of \$4,000 per month, with the scope focused primarily on government relations.

Further board discussion highlighted work well done thus far by Mr. Wheeler.

Motion by Mr. Christen and second by Ms. Lebrun to approve contract No. 2013-35, Change Order No. 4, with an effective date of September 18, 2018. Motion passed unanimously.

Mr. Wheeler rejoined the meeting at 8:18AM after the motion was made.

ITEM 7. AUDIT COMMITTEE REPORT

ITEM 7A. Internal Controls Meeting and Preaudit Meeting

Ms. Lebrun reminded the board there will be an independent audit of the SDSTA internal controls after the fiscal year 2018 audit is completed this fall. This action is not due to any perceived problems, but is prudent controls for an entity receiving large dollar amounts from many different sources. Ms. Lebrun said a meeting was held with Mr. Engel, Mr. Christen and SDSTA Chief Financial Officer Ms. Nancy Geary to discuss the procedure. She added that Mr. Engel went through the state audit controls to ensure the internal controls align properly, which they do, and Mr. Engel will keep the board notified of any necessary changes. Ms. Lebrun said an independent internal control study will give the SDSTA a benchmark going forward.

Ms. Lebrun stated the pre-audit meeting was held with the Mr. Al Schaefer, auditor from the Department of Legislative Audit, Ms. Geary, Mr. Christen and herself. Mr. Schaefer is in the process of completing the audit, and the audit report will be ready for review at the December board meeting. At the March 2019 board meeting, an action item to approve the audit report will be necessary.

In regard to the audit committee teleconference minutes, Chair Peterson asked Ms. Lebrun to clarify the Lighthouse Services contract discussion.

Ms. Lebrun clarified that the board is concerned about the limited communication to SDSTA employees, informing them of their right to contact Lighthouse Services for the purpose of "whistleblowing". If there are any complaints or concerns to Lighthouse Services, a notice is sent to the board including a monthly report; no complaints or concerns have been logged thus far.

Mr. Headley noted that the Lighthouse Services phone number is posted on all digital signs at the Sanford Lab.

Chair Peterson requested action be taken to remind employees that the service is available. He suggested to remind employees of the service quarterly or at least semi-annually.

ITEM 7B. Appointment of New Audit Committee Member

Mr. Peterson informed the board Mr. Christen will be retiring from the SDSTA board after today, and said he had asked Mr. Dykhouse to fill Mr. Christen's role on the audit committee and he accepted. Chair Peterson noted Mr. Dykhouse has many years of banking experience and his expertise along with Ms. Lebrun's experience will make sure external and internal reporting is "up to snuff".

ITEM 8. FINANCIAL REPORT

ITEM 8A. Financial Statements

Mr. Geary stated she received a letter from the South Dakota Investment Council concerning SDSTA's interest proration for the year. The SDSTA projected 1% last year and the actual rate was 1.19%. She asked if the board would like to change the interest rate based on the Investment Council's projections.

Mr. Wheeler recommended to keep the interest at 1%. All board members concurred, and a motion was proposed.

Motion by Mr. Wheeler and second by Mr. Christen to continue the interest earning accrual at 1% for fiscal year 2018. Motion passed unanimously.

Ms. Geary noted that most contracts were under budget for the month of August, except for SURF Services contract, due to Ross Shaft Rehabilitation personnel still being charged to the contract. Mr. Headley clarified that mucking and ground support will be the major activities for the next six weeks.

Ms. Geary noted that a new shipment of xenon, 50,000 Liters, was delivered in August, and another shipment is scheduled to arrive in late September. She said each delivery is paid for upon receipt, and Ms. Geary stated that a purchase order remains open to account for those payments.

ITEM 8B. Fiscal Year End Inventory Listing & ITEM 8C. Fiscal Year End Per Diem Listing

Ms. Geary said the board packet includes a fiscal year end fixed asset listing along with the federal property that SDSTA holds for the Department of Energy (DOE). There were no questions from the board.

Mr. Headley reminded the board SDSTA has been negotiating the extension of the current operations contract and one of the new requirements is SDSTA's responsibility to allocate costs to the various experiments. Fermilab and DOE are in discussion with SDSTA to consider costs allocated by square footage utilized by specific experiments. Square footage cost allocation does not align with the CASPAR experiment budget, so discussions are being held to ensure all appropriate costs are covered within the updated contract.

Chair Peterson brought up concerns about workload associated with the proposed new contract structure. Ms. Geary noted that setting up systems to keep track of square footage cost allocations will take some additional work, but then they will be integrated with the accounting system so that each entity will have a cost breakdown for their given costs.

Motion by Mr. Wheeler and second by Mr. Christen to accept the financial report as presented. Motion passed unanimously.

ITEM 9. REPORT FROM THE EXECUTIVE DIRECTOR

ITEM 9A. Declaration of Surplus – Camera. There were no questions or comments from the Board.

ITEM 9B. SDSTA Quarterly Update

Mr. Headley gave a slide presentation, beginning with an overview of recent Environmental, Safety and Health (ESH) accomplishments. These included: sharing the Work Planning and Control procedure at the All Hands Meeting in July; updating the Below the Hook Rigging chapter in the ESH Manual and providing associated training; hosting the LZ Readiness Review team and developing plans to address recommendations; an unannounced inspection of site facility and processes by the Alcohol, Tobacco and Fire (ATF) and Mine Safety and Health Administration (MSHA) representatives; conducting annual audiograms and physicals for Emergency Response Team (ERT) and Hearing Conservation Program members; developing a Fatigue Management Program chapter; and recapping the 'Walking the Neutrino Beam' fitness challenge completed by employees.

Mr. Headley then went into more detail about the Work Planning and Controls program, reviewing Job Hazard Analysis (JHA)/Work Plans funded by DOE or Fermilab Research Alliance LLC (FRA) to meet the Fermilab request. He said the program has pushed SDSTA to increase completeness, accuracy and level of detail in work planning documentation. He added that feedback from Fermilab indicates current JHA and Standard Operating Procedures (SOPs) are high-quality.

Ms. Lebrun stepped away from the meeting briefly at 8:37AM and returned at 8:38AM.

Mr. Headley moved forward to talk about reportable incidents, noting there have been two incidents so far this year that required medical attention. Both incidents were considered minor, although one was a time-away incident. The incident trend has been decreasing over the last 12 months overall.

Next, he continued by providing more detail about the Walking the Neutrino Beam fitness challenge, which included SDSTA employees as well as some Fermilab and Black Hills State University participants. Ms. Lebrun asked about the continuation of the challenge, and Mr. Headley replied the program will continue but the challenge will be different.

Mr. Headley then addressed recent cultural awareness activities, including the incorporation of the Cultural Orientation video into a new E&O module focused on the environment and water treatment, and SDSTA Cultural Diversity Coordinator Mr. KC Russell's recent visits with tribal presidents/chairmen, tribal schools, tribal community colleges and public schools. He also noted that a prospective Cultural Advisory Committee member was interviewed to replace Dr. Urla Marcus, who has served on the committee since its inception. Staff also attended an Elder Tribal Member's honoring activity in Rapid City hosted by the Rosebud Sioux tribe, Oglala Lakota Nation and Indian Health Service of Rapid City. Mr. Headley also stated that the next Cultural Advisory Committee meeting is planned for October 30 and Chair Peterson commented Ms. Lebrun is the board's representative on the committee.

Next, Mr. Headley spoke about the eight recent high school graduate and college freshman Davis-Bahcall Scholars who visited Sanford Lab this summer. Feedback from the students indicated that the 4-week program was too short; feedback will be addressed next year. Chair Peterson asked if the timeframe changes for the program and Dr. Apaza explained the program happens at the same time every year, beginning on the Monday following the Sioux Falls school district's graduation, which allows all South Dakota students the ability to participate. There are eight students accepted each year.

Mr. Headley continued his report and said the Workwear Program was initiated on September 5, which provides uniforms for staff to increase safety and professionalism on site. The program is managed by Servall Uniform and Linen Supply in Rapid City and, overall, has been well-received by the staff.

Mr. Headley then addressed the federal funding status. The FY2018 appropriation is set at \$15 million for SURF, \$95 million for the Long Baseline Neutrino Facility/Deep Underground Neutrino Experiment

(LBNF/DUNE) and \$14.1 million for LUX-ZEPLIN (LZ). FY2019 appropriation stands at \$15 million for SURF, \$130 million for LBNF/DUNE and \$14.1 million for LZ. Discussions are also underway with DOE for increases to support SURF operations and infrastructure improvements in FY2020. Mr. Wheeler commented current appropriations are a positive sign of DOE's interest in the long-term projection of projects.

Mr. Headley then mentioned an FRA board meeting was held at Sanford Lab on September 10-11.

He moved on to a review of DUNE, which included a photo of Single Phase ProtoDUNE being filled with liquid argon on August 23, 2018. Dr. Wilson noted that high-voltage is one of the major challenges associated with this type of detector, but in this case, it worked well.

Mr. Headley addressed the Far Site Scope for SDSTA shown to the board previously. Reliability projects have been underway since 2016 and will continue through 2020, pre-excavation work is set in the 2018-2020 timeframe, excavation and infrastructure projects are slated for 2020-2023, cryostat/cryogenics systems and detectors will be installed between 2022-2030, and detector operation will begin in 2026. The focus has been reliability projects and getting the pre-excavation work on contract.

Next, Mr. Headley discussed LBNF projects, noting the Ross Shaft rehabilitation project has resumed.

Reviewing Ross Shaft safety enhancements, Mr. Headley spoke about the slack rope response system, dogging system and headframe structural strengthening. Forty-four total corrective actions were created for the Ross Shaft and only five remain open. Mr. Headley also reviewed safety audit statistics for SDSTA/FRA/DOE action items (58% complete) and biannual Environmental, Safety and Health Oversight Committee (ESHOC) review action items (84% complete). ESH-related Siegrist Review Recommendations were also cited by Mr. Headley.

ITEM 9C. SLHVC Update

Mr. Headley introduced Sanford Lab Homestake Visitor Center (SLHVC) Executive Director Ms. Donna Job, who provided an update on recent growth and development at the SLHVC. Ms. Job said she began her position on November 27, 2017 and shared some of her background to introduce herself to the board. The presentation included the following: photos of popular t-shirts for sale, recent ad campaign highlighting the view of the Open Cut, and purchase of an additional tour trolley. The trolley also received SLHVC signage and has proven to be worthwhile advertising.

Ms. Job then shared visitor statistics which indicate people from all 50 states, all Canadian provinces, and 22 countries have been to the SLHVC since mid-April. Also, visitors, trolley tours, total sales and rally sales have all increased over last summer's statistics. Ms. Job noted that new products are available in the gift shop, with a focus on local items and science-themed products. Additionally, Ms. Job said she is promoting alternative uses for the SLHVC, especially in the upcoming slower months. These include holiday parties, class reunions, weddings, graduation/retirement parties, banquets and "science of food and wine" events. Ms. Job concluded that future plans also include new rack cards, online retail sales, audio tours and winter tours, continued pursuit of grants and donations, a refresh of information in the exhibit hall, and large-donation naming rights for the observation deck, classroom and conference room at the SLHVC. Mr. Headley complimented Ms. Job on her work so far, and Dr. Rankin suggested she collaborate with the SD School of Mines geology museum in the future.

ITEM 9D. LUX-ZEPLIN (LZ) Update

The next presentation was given by SDSTA Senior Project Engineer Mr. David Taylor, who provided an update on the LZ progress. He discussed the necessary xenon procurement and purification process for the 10.7 metric tonnes that will be used for the project. He said 74% of xenon provided by SDSTA has arrived on site at SLAC. Next, Mr. Taylor discussed the xenon purification that takes place at SLAC, the

current progress of the cryogenic system, and xenon storage and circulation for LZ. He reviewed the progress of Time Projection Chamber components currently under construction and noted the challenge of transporting and installing the outer detector liquid scintillator tanks underground—to be delivered in early October.

Mr. Taylor continued by addressing work being done at the surface lab for the inner cryostat vessel. A small leak was detected in the vessel. SDSTA Engineer Mr. Jacob Davis located the leak and it was repaired in August. Assembly of the vessel components is resuming this month.

Mr. Taylor then addressed Davis Cavern construction, which is almost complete and reviewed delivery and installation schedules for surface and underground. Mr. Wheeler asked about the estimated costs for the next stage of transport, and Mr. Taylor noted that there will be several factors to take into consideration to determine that estimate. Chair Peterson also questioned the sizes of the components going underground compared to the size of the shaft, and Mr. Taylor and Mr. Headley explained that prototypes showed current dimensions will fit but are also at maximum size. Mr. Wheeler also asked about vibration concerns that came up in previous construction, and Mr. Taylor explained that features have been engineered into the current project to account for the loads.

The board recessed for break at 9:35AM and reconvened at 10:10AM.

(After return from recess.) Motion by Ms. Lebrun and second by Mr. Wheeler to approve Director's report. Motion passed unanimously.

ITEM 10. APPROVAL OF CITY OF LEAD LEASE AGREEMENT

Mr. Engel stated the City of Lead lease, inherited by Homestake, has been in place between the City of Lead and SDSTA, but the City of Lead has requested changes. The final product of those negotiations, in the form of a new Lease, is included in the board packet. Highlights include no cash payment to the SDSTA, but the City of Lead agrees to run their snowplow through the lease property every time it snows; the initial time is two years and after that, the lease may be terminated by either party upon one year's notice, or sooner if both parties agree. Mr. Engel also noted the area of the lease space was expanded, which is addressed along with other relevant updates to the lease. After his comments, Mr. Engel recommended approval for the lease.

Chair Peterson asked if a year's time would be enough if the lease was terminated, considering its relationship to the Ellison, and Mr. Headley noted that there would not likely be a problem to the timeline based on funding and scheduled projects in the foreseeable future.

Motion by Mr. Christen and second by Mr. Wheeler to approve Lease Agreement and Termination of existing lease between SDSTA and City of Lead as presented, and to authorize the SDSTA Chairperson to sign the agreement. Motion passed unanimously.

ITEM 11. SDSTA POLICIES AND PROCEDURES

Mr. Headley said a new social media policy is being proposed, led by SDSTA Communications Director Ms. Constance Walter and Creative Services Developer Mr. Matt Kapust, to maintain some control of content posted on social media that appears to come from Sanford Lab and/or talks about what is happening on site at Sanford Lab. There have been some challenges with enthusiastic employees and researchers who want to post content, and it has not always been in line with how the lab would like to present itself. The policy's purpose is to create some guidelines for how employees should behave with regard to posting information on personal social media pages.

Mr. Wheeler asked how information about the policy will be shared, and Mr. Headley said that it will be introduced at the next All Hands Meeting in October. Ms. Walter added that training is being developed

for employees' annual refresher training session. She added SDSTA does not want to curb the excitement of employees sharing information about the lab, but there should be some checks in place.

Chair Peterson asked how social media content would be monitored and Ms. Walter replied that it will be somewhat of an honor system approach, but that any notices of improper behavior will be addressed. Mr. Headley also noted many employees are connected to each other through social media, and therefore have an idea about each other's activity online.

Chair Peterson then questioned the disciplinary action associated with violations and Mr. Headley directed him to the SDSTA's Progressive Discipline Policy, which is a detailed process to address employee disciplinary incidents. It was suggested to reference the Progressive Discipline Policy in the last sentence of the new SDSTA-managed Social Media Policy. Mr. Peterson then asked about his own personal use of content created by SDSTA and Ms. Walter clarified that sharing content created by the lab is encouraged but explained the lab does not want unofficial material branded as Sanford Lab content. Mr. Engel added that efforts were made to strike a balance between defined rules and guidelines within the policy. Ms. Lebrun expressed her appreciation of the policy and for bringing social media to employees' attention. She said hopefully this will cause them to be more thoughtful about their social media use.

Motion by Mr. Wheeler and second by Ms. Lebrun to approve the new SDSTA-managed social media policy as amended. Motion passed unanimously.

ITEM 12. EXECUTIVE SESSION

Motion by Mr. Christen and second Mr. Wheeler to enter into executive session to discuss personnel matters and to consult with legal counsel concerning legal and contractual matters. Motion passed unanimously.

The board entered into executive session at 10:04AM and reconvened in open session at 11:02AM.

ITEM 13. REPORT FROM EXECUTIVE SESSION

Chairperson Peterson reported that the board consulted with legal counsel concerning legal and contractual matters. No action was taken.

Motion by Ms. Lebrun and second by Mr. Wheeler to approve the executive session report. Motion passed unanimously.

ITEM 14. CONFIRM DATE AND TIME OF NEXT MEETING

Chairperson Peterson asked if anyone had concerns with the next board meeting scheduled for Thursday, December 13 at 9:00 AM (MT) and reminded them lunch would be included. No objections were made.

ITEM 15. PUBLIC COMMENTS

Chairperson Peterson announced he did not receive any public comment request forms. No one from the audience asked any questions.

ITEM 16. BOARD COMMENTS

Dr. Wilson noted that DUNE is making fabulous progress, and the international view of the lab is very well respected. He thanked everyone at the lab, as well as the board members. He said it has been an honor to work with Mr. Christen as a member of the board.

Mr. Wheeler complimented the presentations given during the Executive Director's report, welcomed Ms. Wolf to the Education and Outreach team and congratulated the SDSTA staff for doing a great job.

Dr. Rankin thanked the board for the opportunity to attend a meeting in person, versus attendance by phone. He said it made a big difference and helped him absorb the material. He noted it was an excellent meeting.

Mr. Christen stated he was sorry to leave the board and that it has been an honor to serve with everyone. He said, eight years ago, the SDSTA was hanging on by a string and he is excited to see where the Sanford Lab is headed, expressing his wishes to stay and see the rest of it. He also noted he would stay in touch and wished the board best of luck.

Mr. Engel reiterated thanks to Mr. Christen for his service and noted that it has been an honor to work with him.

Mr. Headley thanked Mr. Engel for the work he has done with insurance issues and agreements that have enabled construction to happen. He added that a ton of work is done behind the scenes and Mr. Engel is incredibly attentive to making sure SDSTA is on the mark and moving forward. Mr. Headley also stated it was a milestone to have an appropriation before the beginning of the fiscal year and commended Mr. Ledford and his team at Lewis Burke Associates for getting the word out, defending the lab's cause and promoting the lab. Mr. Headley also thanked the SDSTA staff, sitewide, and he thanked the board for their support. Lastly, he thanked Mr. Christen for his leadership and support over the years and noted that he will be greatly missed.

Ms. Lebrun noted the board meetings are going very well and she said the board has hired a wonderful 'CEO' (Mr. Headley). She welcomed Dr. Rankin to the board, bid farewell to Mr. Christen and thanked everyone for attending the meeting.

Chair Peterson introduced Mr. Roger Musick as the newest member to the board and Mr. Musick said he is looking forward to joining the board.

Mr. Peterson recognized Mr. Paul Christen for his service on the SDSTA board. He read the Governor's declaration of September 18, 2018 as Paul R. Christen Day. As a mentee and friend of Mr. Christen, Chair Peterson said he was honored to present the Executive Proclamation from the South Dakota Office of the Governor to Mr. Christen.

Mr. Headley then presented Mr. Christen with an engraved core sample and mahogany stand, made from wood from the shaft, to commemorate his time on the board.

Photos of Mr. Christen and members of the board were taken, as board members congratulated and thanked Mr. Christen for his service.

ITEM 17. ADJOURN

Chairperson Peterson asked if anyone had any other questions or comments, then called for a motion to adjourn.

Motion by Mr. Wheeler and second by Ms. Lebrun to adjourn. Motion passed unanimously.

Meeting adjourned at 11:17AM.